

## MONTHLY REPORT

Michael Miller

Boone County Facilities Manager

August 1, 2013

### GENERAL:

Hired an asst. F.M., Kevin Fields, started 7-15-13

Would like to request a phone for jail communication, email, etc.

Busy past month with ID cards, most all employees should have one.

Getting quotes for pest control at courthouse, Annex, & 220

### 220 W. Washington

1. Looking at having a couple thermostats installed in basement to monitor temperatures remotely on line, and adjust.
2. Updating cost on adding an entrance at the west side parking lot, with cost to replace the two sidewalk areas as an option. (sidewalks are really bad as you know)
3. Met with Mark Dollase with Lebanon Historic Preservation Commission on possible grant funds for exterior repair. Looking at cost to replace south side lower windows with something resembling the age of the building. He received a packet of information on exterior projects totaling approximately 85,000. Including masonry, windows, and ADA ramp.
4. Getting offices settled in, working on front and rear maintenance storage areas.

### Annex

Have a health dept. office to paint this month

## Key Bank

Converting a large closet to an evidence storage area, keying that room by itself, similar to courthouse evidence rooms.

## Courthouse

Getting cost on adding a primary air conditioning unit for the basement IT Computer room

## Jail

Looking at several projects including:

Contract preventive maintenance and service on 17 air handling units and air conditioners.

Chiller replacement cost

Hot water heater replacement cost

Kitchen Equipment replacements for this year – looking at equipment cost, installation cost, and how much additional will be needed from the council for the completion.

## Personnel

My short experience there has shown that two maintenance people are required there most of the time, multiple contractors there on several occasions, and if working in the cell blocks, someone must stand by. Jobs requiring two people, lot of plumbing issues. I have started using the courthouse maintenance guys to assist there, which will continue. Will be interviewing for the part time position, and hiring possibly within the next 2-3 weeks.

On 7/31 took over responsibility for invoices, and payroll, along with some information on 2014 budget.

Appendix #2

COMMISSIONER'S REPORT												
31-Jul-13												
<b>BUILDING</b>												
Total permits issued for 2013 JULY~		24	132									
Permit Fees for 2013 JULY~		\$3,050	\$20,451									
Permits issued per township :												
New Home	Center	Clinton	Harrison	Jackson	Jefferson	Marion	Perry	Sugar Creek	Washington	Worth	Total for the month	
Addition, Remodel, etc.	2	1			1	3		1	1			
Accessory				1								
Electrical	3					2			1	1		
Farm Building				1	1			1	2			
Any Commercial/Industrial												
Sign												
Home Occupation												
Temp Trailer (Const. or Res.)												
Demolition	0	0	0	0	0	0	0	0	0	0		
TOTALS for the month	5	2	0	2	5	2	0	3	4	1	24	
Totals year to date	28	7	4	14	19	8	16	13	19	7		
			Year to date 2012									
Inspections 2013 JULY~		72	389									
<b>PLANNING</b>												
APC filings 2013 JULY~ per township											TOTALS	
Fees collected~										0		
BZA filings 2013 JULY~ per township												
Fees collected~	1					1					2	
	\$275					\$275					\$550	
<b>FINANCIAL</b>												
Actual Deposit		2013 JULY	Year to date 2013					Income vs. Budget				
Building		\$3,319.00	\$20,284.00									
Planning		\$1,375.00	\$3,356.50									
Economic Development Fee		\$0.00	\$0.00									
TOTALS		\$4,694.00	\$23,640.50					11.26%				

**Commissioner's Report – August 5, 2013*****Help Desk Call Summary for July***

# of calls closed for the month: **July – 226**, June – 213, May – 261 (YTD Avg / Month – 223 )

# of calls NOT closed within 12 hours - 2

# of calls currently open: 3 open calls, 2 are projects or new tasks

**Email Filtering / SPAM**

- Inbound counts **Total Emails – 63,722 / SPAM – 5,718**
- Viruses stopped before reaching Boone – 95

**Major Issues / Outages / After-hours calls**

- Cisco server not allowing logins – 7/21/13 @ 0530
  - Remote users could not access server
  - Server rebooted and access fixed by 0600

**Completed Projects**

- **Elks Building network**
  - Users are moved in and everything working.

**New / Ongoing projects**

- **Sheriff Dept. network upgrade**
  - Switches being configured
  - New switches being ordered
  - Will allow 10GB backbone in Jail and between Courthouse and Jail
  - All ports for workstations and servers will be capable of 1GB connections (mixed 100MB and 1GB now)
- **Upgrade Sheriff Active Directory domain to 2008 server**
  - Upgrading existing domain controllers to handle 2008 A/D

1955 Indianapolis Ave.  
Lebanon, IN 46052  
Telephone: 765-482-4550  
Fax: 765-483-4451  
Richard A. Carney, Supervisor

# Boone County Highway Department

DATE: August 5, 2013

1. Utility Agreement for David Price to bore under Witt Rd south or 250N. for replacement of field tile.
2. Utility Agreement for Bret Lee to replace field tile under old 150S east of SR 39
3. CHA contract change from RW Armstrong on new bridge on 400S project.
4. 6 mile of roads have been converted to hard surface and 2 mile left to convert.

425S from 700E to 775E

400S from 775E to 800E

775E/500S from 425S to 800E

Mt. Zion Rd. from Lebanon City limits to 200E

200E from Mt.Zion Rd. to existing blacktop

700W from Sr. 32 to 200N

600W from Sr. 32 to existing blacktop

425E from 650S to 750S

475E from 650S to 750S

To be completed is: Wolf Rd. from 750S to Hendrix county line  
25E / 375N from 300N to Sr. 39

*Rick Carney, Supervisor*

*Boone County Highway Dept.*

*1955 Indianapolis Ave.*

*Lebanon, IN 46052*

*765-482-4550*